

CALIFORNIA STATE CAPITOL MUSEUM VOLUNTEER ASSOCIATION

Board of Directors Meeting

November 4, 2015

The purpose and objectives of the CSCMVA are to promote the educational and interpretive activities of the California State Capitol Museum

The meeting was called to order at 1:05 p.m. in Room 127 by president Bob Dreyer.

Board members present: Bob Dreyer, David Keck, Julie Mallet, PJ Jones, Bob Dennis, Connie Clark, Randall Williams, Marylin Thompson

Board members absent: Chris Tyler

Others Present: Rachel Martinez, Mary Geach, Matt Bellah, Marti Dennis, Sheri Routh, Diane Rich, Koren Benoit, Judi Smith, Bill Monahan, Leslie Cooper

Minutes of previous meeting: Accepted as corrected. Title of book for sale in bookstore is California's Historic Capitols.

Appropriations Committee

Bookstore/Membership Reports

Treasurer's Report: Report attached. It was a quiet month. Gross income for October was \$1,926, expenses were \$975, leaving a net income of \$951. We show net income for 2015 so far of \$10,700. The treasurer expressed concern about our tax exempt status and made several suggestions as to potential expenditures such as eliminating association dues next year or reducing the meal cost of the annual meeting. Neither of these would affect our 2015 income total however. After some discussion, it was decided to wait for Matt's report which included new potential projects.

Bookstore: Income for Oct. was \$2,273.17. This is an increase of \$809 over October 2014. The gift shop, run by DDSO, has a very low inventory and no one has information as to the reason. Our book sales are carrying them. We are a sub-tenant and have paid \$5,700 in rent to them this year. Their fate affects us so we need to discuss the situation with Joint Rules. Wishful thinking produced the thought that we separate from them and move the bookstore to the first floor. A difficult project.

The WWII posters are selling well, especially 3 of them. Mary would like to order more of each. Jones moved, seconded by Williams that we ask Renato to print 20 more of each of the three and we will reimburse costs to Parks. Passed unanimously.

State Parks Report:

Rachel: announced there is a draft of the Christmas music schedule available to look at and a sign up sheet will be posted soon. The volunteer "sing-along" will be December 19th at 11:00 a.m.

Rachel also reminded room docents to keep a closer eye on people they take into the rooms as staff have noticed too much "wandering" within the rooms without "eyes on" from docents.

The new docent class is active and enthusiastic about trying a variety of "jobs."

Matt: At the time the WWII exhibit was installed, recordings were made of letters written home from GIs. The plan was to have these available to listen to for those touring the exhibits; however, this did not happen. Matt played a portion of a very touching Christmas letter from a

soldier to his children. He would like to make these recordings available on the Parks website and also linked to the QR codes on the museum signs so visitors could listen to them on their smart phones. The cost would be approximately \$1,000 to make one for each museum room. Motion by Dennis, seconded by Keck to appropriate \$1,500 for this project. Passed unanimously.

It would cost \$675-\$950 to replace all the artificial flowers and plants in the museum rooms. We could also have the same company clean some/all of the plants and train Maria how to clean them in the future. It was moved by Clark, seconded by Jones to spend \$1,000 to clean the larger plants, replace the flowers and have Maria trained to do future cleaning. Passed unanimously.

The penny crusher is very popular. It might be a little noisy for people in the theater but so far is not an issue. We'll wait until Spring when there are many school children who might be using it to see if it's a problem. They probably make enough noise to drown out the penny crusher anyway.

Question about progress on a lower level cafeteria: it has been very hard to find a vendor. There is so much else going on in town that no restaurant wants to take on another venue. However, the dining room will be renovated. Plans are to create a large round table made from a redwood tree which is being cut down in capitol park. (not just to make a table!) Koren: a draft of the new visitor brochure has gone to Joint Rules for approval. It will then be sent to Matt and subsequently printed.

Committee Assignments: Bob will encourage sign-ups in his next Clarion column and a sign up sheet will be posted on the bulletin board. This is a great way for new docents to become more involved.

November Bus Trip/Social: 42 people are signed up. Mary Geach is hostessing snacks on the return trip. It should be a fun day.

Nomination Committee: work in progress

By-Laws/Standing Rules: work in progress. They are looking for a clean copy of the 2010 By-laws, hopefully on someone's computer. Were these actually ever filed with the State? Maybe the 2007 version is the latest official document. They will check.

Annual Meeting: Will be at Iron Grill on January 21st. PJ will send out an announcement mid-month and get an article into the Clarion.

Christmas Decorations: Marilyn thanked Alex King for spraying approximately 250 pinecones gold. She also reported that Koren and Maria will be installing garlands on three chandeliers on Nov. 13th. These were created by Jan Forbes and are lovely. The date for the tree decorating needs to be changed. Matt would like trees to be decorated before Thanksgiving, along with the rest of the building, so weekend visitors will have a more complete visitor experience. Because Jan is moving but would like to be involved in decorating, a compromise was reached. Trees will be decorated on Monday, Nov. 23rd and additional embellishments added on Saturday Nov. 28th. These include mantle decorations, and greenery in the SOS office and governor's private office which still need to be completed. Rachel will send a new email to all volunteers asking for help on Nov. 23rd at 10:00 a.m.

Camellia Day: no report

Suffrage Day: Rachel will reserve rooms as soon as Leslie lets her know which ones.

Clarion: Marti needs material for the December issue by late November – Dec. 4th at the latest. Photos should be jpeg format. She will put a notice in the next issue asking for a volunteer to index past issues of Clarion.

MISCELLANEOUS: The yellow area map given out at the WI desk badly needs to be updated. Unfortunately, someone in the past ordered a HUGE supply of them which we are reluctant to throw out. [perhaps those sitting at the WI could manually update information?]
There being no further business, the meeting was adjourned at 2:23.
The next regular meeting will be held on Wednesday, December 2, 2015 at 1:00 p.m. Location to be determined.

Respectfully Submitted,
Marylin Thompson
Secretary